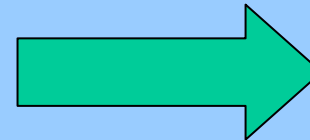# Helpful Hints for Mailing Your Completed

DS-82, Application For A U.S. Passport by Mail

- Staple 1 photo to Application as shown. Use 4 staples vertically in the corners as far away from the face as is possible. The red lines represent staples.

- Do <u>not</u> send cash or postage stamps.

- Do <u>not</u> bend the photo, if you are folding the application.

- If you are paying the Expedite Fee, write "EXPEDITE" clearly on the outside of the envelope.

- If mailing via U.S. Postal Service, use the PO Box address in Philadelphia. If using another delivery service, send to the New Castle address.
(See Instruction Page 2 of 4.)

Application, Page 1 of 2

Instructions, Page 2 of 4